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REQUIREMENTS

- A. The following individuals <u>cannot</u> be included in either the TCA or FS assistance unit
 - 1. Felons who flee to avoid:
 - Prosecution
 - Custody
 - Confinement after conviction
 - 2. Violators of parole and probation conditions
- B. Individuals convicted for any felony on or after August 22, 1996 which in any way involves a controlled substance are <u>permanently</u> ineligible for TCA, FS, and Emergency Assistance

Controlled substance violations are:

- Possession
- Use
- Distribution
- C. Applicants must provide a written statement as to whether any member of the household meets the criteria in A or B above
- D. If an individual is a felon, the case manager:
 - Sends a Notice of Adverse Action informing the household of a reduction in benefits and the effective date
 - 2. Removes the felon from the assistance unit
 - 3. Counts the individual's (adult or minor) unearned income as available to the household, when appropriate
 - 4. Counts all of the adult's earned income, less disregards, as available to the assistance unit

Note: Be sure the code describing the felon's earned and unearned income is correct on CARES so that it can be properly counted.

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- E. If an individual does not verify felon status when it is questionable:
 - 1. Exclude the individual from the assistance unit
 - 2. Count, if the suspected felon is an adult, the individual's income and assets as available to the assistance unit

ADDITIONAL INFORMATION

- Assistance Unit Basic Requirements
- Financial Eligibility Income Ineligible Household Members Calculations

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